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**From:** Stewart, Lakita [Stewart.Lakita@epa.gov]  
**Sent:** 5/22/2018 8:10:21 PM  
**To:** Troche, Luis [Troche.Luis@epa.gov]  
**Subject:** RE: For Decision before this Thursday May - Council session 2018 - Delegations' registration, hotel reservation and NWC access form

Thanks, will do for Jane

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**From:** Troche, Luis  
**Sent:** Tuesday, May 22, 2018 4:09 PM  
**To:** Greenwalt, Sarah <greenwalt.sarah@epa.gov>; Hupp, Millan <hupp.millan@epa.gov>  
**Cc:** Kasman, Mark <Kasman.Mark@epa.gov>; Stewart, Lakita <Stewart.Lakita@epa.gov>  
**Subject:** For Decision before this Thursday May - Council session 2018 - Delegations' registration, hotel reservation and NWC access form  
**Importance:** High

Hi Sarah/Milan—I attempted to send this to you all last Friday but for some reason it did not get through. Below is the CEC Council Session registration information as well as the hotel information for reservations. Reservations at the hotel for the ministers need to be made by this Friday. As we discussed, each person would reserve their own room and pay with their credit card. The hotel rates are the rates negotiated by the Secretariat for the Council Session.

Two actions for each delegate:

- Register as a delegate on the CEC website. Everyone must register and be credentialed.
- Reserve hotel room by stated deadlines.

Please let me know if you have questions or if we need to inform the Secretariat of any changes.

Thanks

*Luis Troche*

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CEC General Standing Committee  
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**From:** Nathalie Daooust [<mailto:ndaoust@cec.org>]  
**Sent:** Monday, May 14, 2018 5:41 PM  
**To:** Agusti Bordas-Cusco <[agusti.bordascusco@canada.ca](mailto:agusti.bordascusco@canada.ca)>; Carolina Seward <[carolina.seward@canada.ca](mailto:carolina.seward@canada.ca)>; Cintia Amezcua <[cintia.amezcua@semarnat.gob.mx](mailto:cintia.amezcua@semarnat.gob.mx)>; Hallman, Daniel (EC/EC) ([daniel.hallman@canada.ca](mailto:daniel.hallman@canada.ca)) <[daniel.hallman@canada.ca](mailto:daniel.hallman@canada.ca)>; Hassen Bahri <[hassen.bahri@canada.ca](mailto:hassen.bahri@canada.ca)>; Lina Laura Correa Peñaloza <[lina.correa@semarnat.gob.mx](mailto:lina.correa@semarnat.gob.mx)>; Troche, Luis <[Troche.Luis@epa.gov](mailto:Troche.Luis@epa.gov)>; Jordan, Marta <[Jordan.Marta@epa.gov](mailto:Jordan.Marta@epa.gov)>; Hong, Nadtya <[Hong.Nadtya@epa.gov](mailto:Hong.Nadtya@epa.gov)>; Neydi Cruz <[neydi.cruz@semarnat.gob.mx](mailto:neydi.cruz@semarnat.gob.mx)>; Teel, Pam <[Teel.Pam@epa.gov](mailto:Teel.Pam@epa.gov)>  
**Cc:** César Rafael Chávez <[crchavez@cec.org](mailto:crchavez@cec.org)>; Meeting Services <[meetingservices@cec.org](mailto:meetingservices@cec.org)>; Liliana Paz Miller <[lpmiller@cec.org](mailto:lpmiller@cec.org)>  
**Subject:** RE: Council session 2018 - Delegations' registration, hotel reservation and NWC access form

Dear All,

You will find below the information to register to the 2018 Council Session, as well as other important information.

Please distribute internally to members of your delegations.

## 1. Registration

Please ask everyone to register for the meeting using the following link:

EN : <https://moose.cec.org/m/me.cfm?f=76>

When prompted in the registration form, they need to enter the appropriate code:

- Delegations: **del2018**

It is important that all delegates be registered **by 22 June**, after which registration will be closed. Everyone needs to pre-register as there will not be any on-site registration.

## 2. Hotel reservations

### a) Skirvin Hotel

For delegates who will be staying at the **Skirvin** (see attached list provided by Canada and US, awaiting list from Mexico), they need to follow the link and enter the group name and code, as well as their credit card information.

Note that the group rate is US\$181.06 (including taxes).

[http://www.hilton.com/en/hi/groups/personalized/O/OKCSKHF-CEC-20180624/index.jhtml?WT.mc\\_id=POG](http://www.hilton.com/en/hi/groups/personalized/O/OKCSKHF-CEC-20180624/index.jhtml?WT.mc_id=POG)

Group Name:	COMMISSION FOR ENVIRONMENTAL COOPERATION
Group Code:	CEC
Check-in:	24-JUN-2018
Check-out:	28-JUN-2018
Hotel Name:	<u>The Skirvin Hilton Oklahoma City</u>
Hotel Address:	One Park Avenue Oklahoma City, Oklahoma 73102
Phone Number:	405-702-8546

For the three Ministers, three suites have been set aside (at a rate of US\$199), but reservations can only be made by phone (see number above). The person making the reservation needs to specify they are reserving the suite for the Minister. Please let us know if you run into any difficulty.

All reservations at the Skirvin need to be made **before 25 May**, after which the block of rooms will be closed.

### b) Marriott Renaissance Hotel

As for others who will be staying at the **Marriott Renaissance** Hotel, here is the reservation link:

**Book your group rate for 25TH Regular Session of the CEC Council**

25TH Regular Session of the CEC Council

Start date: 6/23/18

End date: 6/28/18

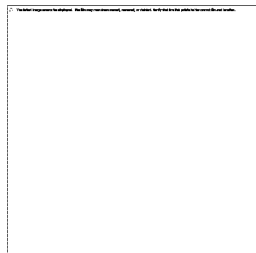
Note that the group rate is US\$108.42 (including taxes).

The deadline for reservations at the Marriott Renaissance is **30 May**, after which the block of rooms will be closed.

Please don't hesitate to contact me if you have any questions.

Regards,

Nathalie



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